

June 17, 2020 Selectboard Meeting

Present: Emily Grube, Steve Chamberlin, Scott Woodward, John Peters, Chuck Gundersen

Public: John Moore (Planning Comm.), Ellen des Muerles (Treasurer), Richard Martin, Cathy Peters, Cynthia Hewitt (SB Asst.)

1. The Meeting was called to order at 7:07 PM
2. No public comment
3. Review of Agenda: Added Teago Intersection, Labounty Probate, Brick Building repairs. John moved and Steve seconded to add these items. Unanimous roll-call vote
4. Recurring Items
 - a. Review of 06/03/2020 Minutes. Scott moved and John seconded that the minutes be approved with corrections. Unanimous roll-call vote.
 - b. Warrants for Approval -- Emily moved and Steve seconded payment of the following:

19120	\$23,489.21	A/P
19119	8,850.75	Payroll
19121	5371.61	Payroll

Unanimous roll-call vote.
 - c. Road Foreman's Report
Jim is haying, but he reported the following to Emily: Jon is on task with Pike and Jim is happy. Jim, Chuck, and Kevin Rice met with the Teago team re: barricades and barriers, curbing, etc. Jim and Kevin carefully explained the fire department needs and Kevin brought out the firetruck to confirm adequate space for ingress and egress to the north or south with the Pomfret road closed. Chris Bump suggested that Teago exactly paint out all curbing, cross walks, pedestrian walkways etc. The bike path specialist had input re: signage, etc. Mr. Worden the engineer will perform the Auto Turn study. Four-foot culvert needs to be replaced at Ron Gilloty's. Timber Tenders is not available to finish tree work until later in the season. Cy Benoit is in touch with them Jim is working on the Bunker Hill project. There may need to be ledge work. Two Rivers deadline is now 10/15/2020. Scott complimented the grading/ditching, Chuck complimented the roadside mowing.
5. Items for Discussion or Vote
 - a. Howe Hill Financial Issues & Progress
Pike has submitted two bills to date. Jon and Jim are checking the second. Jon has received a change order – Emily suggested Pike be asked to submit one change order at the end of the project. The unit index price for asphalt is declining. Ellen has determined we can use the reserve funds for payment. Pomfret section is paved.
 - b. Two Rivers Notice: Emily has received notice of a Zoom meeting on 07/01/2020 @ 10 am for explanation of some land use maps boundary changes. Details are available on the Two Rivers website.
 - c. Town Hall Rental in Covid 19: Chuck received an inquiry about Town Hall rental on August 5th or 12th for a wedding reception, 35-40 people. The Hall has not been used since Town Meeting and Becky has had no requests. Emily will research VT

requirements for number of people, Pacif Insurance, liability clauses, sanitization, etc., and report back at the next meeting.

- d. Dog Matters. Cathy Peters reports she has been attacked by dogs on horseback, on bikes, and others report attacks while jogging. This is an ongoing, constant issue. Letters going out to dog owners with a copy of the dog ordinance. Cathy also reports an ATVs and dirt bikes menace on Bartlett Brook. Since rider wear helmets and are not registered there is no way to determine the identity of the offenders. The Board suggests we ask the VSP to check the road during their patrols in Pomfret. Chuck moved and Emily seconded the letters be sent immediately. Unanimous roll-call vote. Emily will email the VSP with a request for patrolling Bartlett Brook Road.
- e. Conflict of Interest Policy. Scott distributed the correspondence from the FEMA review with revisions to our Conflict of Interest Policy. Scott explained that these changes are mandatory in order to conform with the Federal Register. The policy will be revised and presented for adoption at the 07/01/2020 meeting. Additional documents:

- Personnel Policy
- Pay Policy
- Conflict of Interest Policy
- Emergency Services Policy
- Highway Maintenance Policy, including Tree Policy
- Highway Ordinance, including Access Permits

Policies that need to be created and adopted:

- Drug Enforcement Policy for Highway Crew
 - Various financial policies under consideration of Financial Management Committee
 - Compensation Policy
- f. Preparation for Personnel Reviews. A copy of the Personnel Review from is included with the agenda. It is also posted to SharePoint. Reviews will take place on 06/24/2020 at the Town Office in an Executive Session. Jim will be reviewed at 7:30 pm, Cynthia at 8:00. The board will meet from 7-7:30 to collate their assessments.
- g. End of Year Finances & 2020 Tax Collection. Ellen is in favor of sending the tax bills out early. Three quarters of residents generally pay immediately. She has the tax rate from the State but not the educational assistance. She will resend the tax bills after this assessment is applied; the residents will actually get the notice from the State before she does. Chad has gone over the end of year report and finds plenty of money in the checking account to pay bills in July. Mascoma Bank will not charge a penalty for cashing in a CD, \$250,000 slated for a Fire Truck.
- h. LaBounty Trust Document. – Ellen needs all five Selectboard signatures with notarization. All will make arrangements to do so by Friday.

- i. Brick Building Repairs. John Moore and John Symes would like to finish up the repairs (window sills) at the brick building, now that they roof is completed. This will be added to the July agenda.
- 6. Meeting Wrap Up
 - a. Correspondence: Two Rivers meeting; VTrans does not know when the highway grant for Howe Hill will be funded.
 - b. Review of Assignments. Emily will ask the VSP about patrolling Bartlett Brook Road; she will be in touch with John Symes
 - c. Agenda Items for Next Meeting: Conflict of Interest paperwork, open Truck Bids, Dirt Bike/ATV Ordinance, Brick Building, Renting Town Hall.
 - d. John moved and Steve seconded Adjournment at 8:37. Unanimous roll-call vote. 2